



April 7, 2014

Mr. Daniel Galindo, AICP  
Senior Planner  
Department of Community Development  
Town of Purcellville  
221 S. Nursery Avenue  
Purcellville, VA 20132

RE: Mayfair Final Development Plan (FDP)  
Response to 1<sup>st</sup> Submission Comments  
Town of Purcellville Application RZ 13-01  
BCG Project # 005184-01-008

Dear Mr. Galindo,

We are in receipt of review agency comments regarding the subject application, and offer the following responses:

**Town of Purcellville – Community Development (Comment Letter dated March 5, 2014)**

1. *"The lot configuration in the northwest corner of the site has been changed from the layout approved as part of the CDP in January. Is this a mistake or a desired change? If this change is desired, provide justification/reasoning for the change."*

**Response:** The lot configuration in the referenced area was revised to provide the minimum cul-de-sac length required by VDOT. The cul-de-sac has been further adjusted pursuant to VDOT comments on the FDP, and is now consistent with applicable requirements. (See Sheets 3, 4, and 5)

- a. *"On Sheets 3, 4 & 8, there are also lot lines which appear to delineate a separate non-open space lot just south of the westernmost cul-de-sac and a separate open space lot located 2 lots south of the westernmost cul-de-sac. Is this intentional? These lots aren't displayed on Sheet 5, so the drawings need to be clarified to show the desired layout."*

**Response:** The revisions to the lot configuration required to satisfy VDOT cul-de-sac length requirements resulted in the elimination of the subject residual lot area. The cul-de-sac is now abutted either by lots or designated open space. The other referenced open space area corresponds with delineated wetland resources, which the Applicant currently intends to leave undisturbed. The FDP has been revised to ensure the representation of lots and open space is consistent on all plan sheets. (See Sheets 3, 4, and 5)

2. *"Note and display which specific roads are to be privately maintained."*

**Response:** All roads intended for private maintenance have been labeled accordingly, as requested. (See Sheets 3, 4, and 5)

3. *"Despite the crosswalk notes on Sheets 3 and 5, display the proposed crosswalk locations across the Northern Collector Road (NCR). Based on the wording of the note, Staff is uncertain as to whether crosswalks are proposed in locations other than Audley Street."*

**Response:** A crosswalk is proposed only at the intersection of Audley Street and the Northern Collector Road, and has been shown on the FDP for clarification, as requested. (See Sheets 3 and 5)

- a. *"Although the display of proposed sidewalks and trails matches the CDP, Staff notes that there is no pedestrian connection from the end of Brook Street nearest the recreation facilities to the NCR nor any sidewalks along the southern side of the NCR in that area. This is likely to quickly become a cut-through area for children living in the SFD area once the neighborhood is populated, so Staff strongly recommends that the developer consider additional pedestrian linkages in this area to the location of crosswalks across the NCR."*

**Response:** As noted in the comment, pedestrian facilities shown on the FDP are consistent with those depicted on the approved CDP. Such facilities are sufficient for residents of the SFD area to safely access the community recreation space by foot. That said, the FDP is showing the minimum recreation facilities required pursuant to the approved CDP, and the Applicant may provide additional recreation amenities within the SFD area, which would further enhance the accessibility of such amenities to all residents. Any such additional amenities will be detailed on the final engineering plans.

4. *"Since the approval of Ordinance 13-08-01 on August 13, 2013, Article 6 Section 1.7 has regulated parking lot landscaping. Article 6, Section 1.7.5 applies to any residential parking lot with 8 or more spaces and requires 2 ornamental trees and 7 shrubs per 40 feet of parking lot perimeter. Article 6, Section 1.7.6 applies to any parking lot and requires 20 square feet of internal landscaping area per space with no individual area being less than 50 square feet (or 145 square feet and a minimum of 9 feet in width if the area contains a street tree). Please address the parking areas of the SFA area as appropriate and particularly the lots at the western end of Brook Street and the eastern end of Dover Street."*

**Response:** The applicable parking lot landscaping requirements are acknowledged and conformance will be detailed on the final engineering plans.

5. *"Public Works will reserve most comments for the site plan and construction plan submissions; however, please note that the applicant must acquire any necessary off site easements per 5(a) of the accepted proffers dated December 6, 2013."*

**Response:** Comment acknowledged; no response required.

Sheet 4:

6. *"A "potential phase line" is displayed here but nowhere else on the FDP. Please clarify the applicant's intentions regarding phasing."*

**Response:** The referenced "potential phase line" has been removed from the FDP. Construction phasing will be defined through the final engineering process and shown on corresponding plans, as appropriate.

Sheet 8:

7. *"After debating the best language to address staff's concerns about the location of street trees, we will request the following note on the site plan: "All street trees displayed, including those located on private residential lots or common area, are required by the landscaping regulations of the Town of Purcellville Zoning Ordinance. These trees must be maintained by the property owner in perpetuity, and in the event that a required street tree dies, a replacement tree must be planted within 6 months." The note may also be added to the FDP at the applicant's discretion. (Repeated from final CDP review comments)"*

**Response:** The recommended note has been added to the FDP, and will be provided on the final engineering plans, as requested. (See Note 6, Sheet 9)

Sheet 9:

8. *"Although the note stating "No tree requirement on private streets" is contained on the approved CDP, it is technically inaccurate as Article 7, Section 3.2 requires street trees along both public and private streets. To clean this up, delete the quoted note and add "per 7(c) of the accepted proffers dated December 6, 2013" to the end of the bolded text on the SFA landscaping calculations."*

**Response:** The subject note has been deleted and the proffer reference added to the landscape calculations, as requested. (See Sheet 9)

#### **Town of Purcellville – Community Development (Comment Letter dated April 3, 2014)**

All:

1. *"The removal of Harrowby Street and the resulting lot reconfiguration due to VDOT's comments represent a major change from the previously approved CDP. Include the justification/reasoning for the change as a note on the cover page."*

**Response:** Pursuant to VDOT review comments, the intersections formed by Harrowby Street (CDP Public Road "E") were deemed to not meet VDOT "Corner Clearance" criterion relative to the Northern Collector Road. Due to geometric constraints, resolution of this issue required removal of Harrowby Street from the FDP and reconfiguration of the SFD lot layout, to include conversion of Regent

**Street (CDP Public Road "C") into a cul-de-sac. A note has been added to the cover sheet describing this change, as requested. (See Sheet 1)**

2. *"There remain lot lines which appear to delineate a separate open space lot south of the westernmost cul-de-sac of Berkley Street and another separate open space lot located 3 lots south of the westernmost cul-de-sac. Is this intentional? These lines appear on Sheets 3, 4 & 8, but aren't displayed on Sheet 5. The drawings need to be clarified to show the desired layout."*

**Response:** Revisions have been completed to correct the referenced line conflicts to ensure clear representation of the proposed lot layout. Note that the boundary of the approximate limits of clearing has been removed from Sheets 3, 4, and 5, as it was difficult to distinguish when combined with other plan data, which contributed to the unclear layout representation. The approximate limits of clearing are now shown only on the Landscape Plan (Sheet 8) as required by ordinance. (See Sheets 3, 4, 5, and 8)

3. *"It was noted during our meeting on April 1 that the applicants would possibly propose an additional active recreation area on the north side of the Northern Collector Road (NCR) in lieu of creating additional pedestrian linkages across the NCR as suggested by staff (see #3.a. of my March 5<sup>th</sup> comments). To ensure that the FDP would not require a formal amendment in the future to accommodate the construction of the recreation area, provide at least a bubble area noting the location of the potential active recreation area."*

**Response:** The potential future recreation area has been identified on the FDP, as requested. (See Sheets 3, 4, 5, and 8)

4. *"In response to #4 of my March 5<sup>th</sup> comments, landscaping islands have been added to the largest of the parking areas in the townhome section, but no extra landscaping is shown."*

- a. *"External Parking Lot Landscaping: Include calculations on Sheet 9 for the required number of ornamental trees and shrubs to address the external parking lot landscaping requirements of Article 6, Section 1.7.5 of the Purcellville Zoning Ordinance (2 ornamental trees and 7 shrubs per 40 feet of parking lot perimeter for any residential parking lot with 8 or more spaces). The appropriate number of trees can then be added to Sheet 8 or language can be added as a note on Sheet 9 that the location of the required external parking lot landscaping will be determined during final engineering and displayed on the site plan."*

**Response:** The external parking lot landscaping calculation has been added to Sheet 9, as requested. It is noted that there are two (2) residential parking bays in the townhome area consisting of eight (8) or more parking spaces, each with a perimeter of +/- 155'. The calculation on Sheet 9 is based on the total external

perimeter area of +/- 360'. A note indicating that the location of the required landscaping will be determined at site plan has also been added. (See Sheet 9)

- b. *"Internal Parking Lot Landscaping: It will be easiest to address this by showing a single canopy tree in each of the islands already added on Sheet 8."*

**Response:** A canopy tree has been provided on each of the parking lot islands, as requested. (See Sheet 8)

5. *"Open space is shown on a portion of Lot 38 (as labeled on Sheet 4) throughout the revised FDP. Is this intentional or a mistake?"*

**Response:** The referenced overlap of the open space designation onto Lot 38 was the result of a drafting error. The open space designation has been removed from Lot 38 on all sheets. (See Sheets 3, 4, 5, and 8)

Sheet 4:

1. *"It is noted that the "potential phase line" has been removed, so staff wants to clarify that a lack of phasing will require all infrastructure within the entire development to be installed or be covered by an appropriate surety prior to the final plat being released for recording. This is likely the quickest process as it avoids the necessity to submit a preliminary plat and/or site plan, but it may be more expensive overall. Alternatively, committing to phasing on the FDP will require a preliminary plat and site plan, but final approvals can be granted by phase. It's the applicants' call, but staff wants to ensure that everyone has the same understanding of the resulting process."*

**Response:** A phase line has been re-applied to the FDP delineating the two primary phases of infrastructure development within the project. It is noted that the level of final engineering required to more specifically define construction sequencing within each phase has yet to be completed, which precludes the Applicant from committing to a more refined phasing program on the FDP. Indeed, it is not uncommon for such details to remain undefined at this stage of the design process. As required by ordinance, a Preliminary Subdivision Plan (Sheet 4) is included with the FDP and incorporates the phase line, which will serve as the basis for subsequent site plan processing and approval. The site plan will appropriately provide detailed construction sequencing pursuant to final engineering. A note clarifying the phase line has also been added to the FDP. (See Sheets 3, 4, 5, and 8)

Sheet 7:

1. *"It is unclear if the two notes apply to one or both of the street typicals above them. Change the heading to "Notes for Private Road Typical" or something similar."*

**Response:** The heading "Notes for Typical Private Road Section" has been added above the referenced notes, as requested. (See Sheet 7)



**VDOT (Comments dated March 7, 2013)**

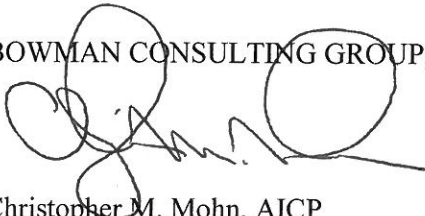
See attached letter to John Bassett, P.E., dated April 3, 2014, in response to VDOT comments.

**Other Review Agencies (Loudoun County Fire & Rescue, B&D Fire Inspector, LCPS)**

No other review agency comments required revision of the FDP thereby precluding the need for formal responses.

If you should have any further questions or comments please feel free to me directly at (703) 443-2400.  
Sincerely,

BOWMAN CONSULTING GROUP, LTD.

A handwritten signature in black ink, appearing to read 'Christopher M. Mohn', is written over the company name.

Christopher M. Mohn, AICP  
Director of Planning

Enclosures: Mayfair FDP, revised through April 7, 2014  
Letter to John Bassett, P.E., dated April 3, 2014

cc: Mr. Neil Patel, Brookfield Autumn Hill, LLC  
Mr. Scott Gookin, Brookfield Autumn Hill, LLC  
Mr. Thomas Moore Lawson, Esquire, Lawson and Silek, P.L.C.